



1.1 NOTICE TO BIDDERS

- A. Montabella Community Schools, Edmore, Michigan, will receive proposals from qualified contractors for the Elementary School Remodeling / Addition project, located at 1456 East North County Line Road, Blanchard, Michigan 49310.
 - B. The Owner will enter into one contract with the successful General Contractor, who will be responsible for coordinating with their respective sub-contractors.
 - C. Proposals must be mailed or delivered in person to Mr. Ron Farrell, Montabella Community Schools, Administration Offices, 302 W. Main, Edmore, MI 48829. All proposals must be sealed in envelopes, plainly labeled "Elementary School Remodeling/ Addition" and must be received prior to 2:00 P.M, local time, on Wednesday, December 3, 2008. Contractors will be notified within the allocated period of time as to their position in the bid process. Evaluation of proposals and award will be at a later date; the successful contractor will receive a letter of intent prior to receipt of contract.
 - D. A mandatory pre-bid meeting will be held at 3:30 P.M., local time, on Thursday, November 20, 2008 at the Elementary School.
 - E. Prospective bidders may make arrangements with the Owner to walk through the construction site prior to the pre-bid meeting.
 - F. The Schedule of Work shall be as follows:

December 3, 2008 (2:00 P.M.)	Bids Due
December 4-11, 2008	Post-Bid Interviews
December 15, 2008	Contract Award
December 22, 2008	Start of Construction
March 20, 2009	Substantial Completion the Work
 - G. All bidders are required to furnish Bid Security in the amount of five (5%) percent of the Base Bid. Form of the security may be a bid bond, certified or cashiers check made payable to Montabella Community Schools. This will be a guarantee that the bidder selected by Montabella Community Schools will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
 - H. All bidders must indicate, where shown on the Proposal Form, the cost of Performance and Labor and Material Payment Bonds covering 100% of the value of the Project. Do not include the cost of the Bonds in the Base Bid.
 - I. Applicable Michigan use and sales tax apply to this project.
 - J. **All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the Board of Education of the School District or the Superintendent of the School District. The Board of Education shall not accept a**
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bid that does not include a sworn and notarized familial relationship disclosure statement.

K. Bidding Documents may be examined after November 10, 2008 at:

GMB Architects-Engineers
85 East Eighth Street
Suite 200
Holland, Michigan 49423
616-796-0200

AND

McGraw-Hill Dodge
401 Hall Street SW, Ste. 128B
Grand Rapids, Michigan 49503

AND

Builders Exchange of Grand Rapids
4461 Cascade Road, S.E.
Grand Rapids, Michigan 49546

AND

Builders Exchange of NW Michigan
1373 Barlow Street, Suite #4
Traverse City, MI 49686

AND

Builders Exchange of Lansing and Central Michigan
1240 E. Saginaw Street
Lansing, Michigan 48906

AND

Tri-City Builders Exchange
334 S. Water Street
Saginaw, MI 48607

- L. Prospective Bidders desiring complete sets of Contract Documents may obtain them from the Architect/Engineer or the Owner.
 - M. The Owner reserves the right to accept or reject any or all bids and to waive all irregularities in Proposals. Proposals shall remain firm for thirty (30) days from date of Bid Opening.
 - N. Post Bid interview(s) will be scheduled with individual Bidders as required.
 - O. Builders Risk Insurance will be the Owner's responsibility.
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